
NOTICE OR STIPULATION OF DISMISSAL OF ADVERSARY PROCEEDING

Pursuant to Fed.R.Bankr.P. 7041, an action may be dismissed by the plaintiff without an order of the court (i) by filing a notice of dismissal at any time before service by the defendant of an answer or a motion for summary judgment, whichever first occurs, or (ii) by filing a stipulation of dismissal signed by all parties who have appeared in the action.

1. Prepare appropriate document (e.g., Notice of Dismissal or Stipulation of Dismissal) with required signatures in PDF format.
2. From the ADVERSARY heading, select the *Miscellaneous* menu and enter the adversary case number.
3. Select the [NOTICE OR STIPULATION OF DISMISSAL OF ADVERSARY PROCEEDING](#) event.
4. If filing jointly with other attorneys, check the JOINT FILING box and select other attorneys.

NOTE: You cannot add attorneys. Only attorneys who have previously entered an appearance will be available for selection.

5. Select the appropriate filing party/parties. The plaintiff is always a filing party. The defendant is selected if they have signed off on the pleading.
6. Upload the PDF file at the BROWSE window.
7. Select either "Notice" or "Stipulation" as the type of pleading.
 - a. Notice: If an answer has been filed, you cannot file a Notice of Dismissal.
 - b. Stipulation: Both the plaintiff and defendant must sign off on a stipulation (and be selected as filing parties), or you cannot file a Stipulation of Dismissal.
8. Upon completion of filing, the case is dismissed and is ready to be closed by the Court.